

# MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS DEL PASO MANOR WATER DISTRICT

December 18, 2019

6:30 PM

1817 Maryal Drive, Suite 300, Sacramento

The Board of Directors of the Del Paso Manor Water District convened their regular monthly meeting at the District office located at 1817 Maryal Drive, Suite 300, Sacramento, California on, December 18, 2019 at 6:30 p.m.

## Call to Order:

President Lenahan called the meeting to order at 6:30 p.m.

## Pledge of Allegiance:

President Lenahan led the Pledge of Allegiance.

## Roll Call:

Directors Present: Marissa Burt, John Lenahan, Robert Matteoli & Gregory Schneider

Directors Absent: None

Staff Present: Ken Ingles, Field Supervisor / Victoria Hoppe, Office Manager

Legal Counsel Present: Barbara Brenner, Churchwell White LLP

Public Present: Several members of the public were in attendance.

## Announcements:

Director Robert Matteoli announced Pamel Tobin (SJWD) at ACWA meeting will be Vice President in 2020 and President in 2021

## Public Comment:

Several members of the public addressed the Board.

Natalie Clohossey apologized to Director Schneider about her comments at the last meeting. She stated it was directed to all directors. She hoped she would have received a letter stating they have hired someone for an independent investigation in regard to the personnel files. Carl Dolk said we need to get on with the master plan, year to date fiscal 2019 repairs are an issue, and it has been one year since the Board of Directors addressed it. Michael Clohossey read a statement which discussed transparency. He stated that the action by the Finance Ad Hoc Committee, (communicated by President Lenahan) that the General Counsel Adam Brown knew his contract would be terminated. He also asked who met with new General Counsel (Barbara Brenner) and how does she better serve the district. He also stated that Director Burt and President Lenahan pushed Director Schneider to agree to hire new counsel. Mr. Clohossey also voiced concerns about General Counsel's email reply to his public records request as there was no record of solicitation and no contract.

## Items for Discussion and/or Action:

1. Review, discuss and possible action on update of the SSWD Mutual Aid Agreement.

Director Lenahan suggested an extension to January 2020.

2. Review, discuss and possible action on the Sacramento Suburban Water District Service Agreement.

Director Schneider stated that Schedule 1 was referenced but not included in the agreement. He also stated that Number Seven of the agreement has a blank line next to the % symbol. President Lenahan asked that the agreement be given to Barbara Brenner. Sacramento Suburban Water District General Manager Dan York commented that his board wants this agreement to for no longer than 6 months from the date of signature and will need final approval. President Lenahan said he would bring back the final agreement at the January meeting.

3. Review, discuss and possible action on waterTalent task order for interim-GM.

President Lenahan stated that the Board approved the waterTalent agreement at the August 6, 2019 board meeting for a water operator. The water operator from waterTalent was interviewed by Interim GM Leo Havener.

Director Lenahan recommended preliminary approval to the interim-GM task order with the next step to be an interview with the GM candidate from waterTalent. Director Burt asked if the interviews would be in closed session and could the contract be terminated before the selection process. Director Matteoli said the District should not move forward with it. He has not been able to review the service agreement and the service agreement was approved for a water operator and not for a General Manager. The agreement is not geared towards a General Manager. Director Matteoli also stated that general counsel needs to review and compare it with the service agreement and there should be no decision until that time. Director Schneider took issue with the prior Interim General Manager contract between the District and Municipal Consulting Group and felt there was a mismatch between cost and deliverables.

President Lenahan agreed with Director Matteoli's suggestion and no action was taken.

Natalie Clohossey mentioned the GM should ensure whoever is hired as a water operator should fall between experience, references, and pay range.

4. Review, discuss and possible action on Board Officer for Vice President.

Director Schneider moved to appoint Director Burt as the Vice President. President Lenahan seconded.

<b>Ayes</b>	<b>Burt, Lenahan, Schneider, Matteoli</b>
<b>Noes</b>	<b>None</b>
<b>Absent</b>	<b>0</b>

5. Review, discuss and possible action on Dissolving the Safety and Security Ad Hoc Committee.

Director Schneider said there are still open items on the committee, but agreed that it should be dissolved. Director Burt would like the Safety and Security spreadsheet added to the

website with the minutes. Director Schneider provided documents to the district regarding the work that was performed.

6. Review, discuss and possible action on direction to the GM on process for appointment of board vacancy.

The Board provided direction on appointment of the board vacancy. Vacancy will be posted on the website, cross posted on NextDoor, with a sign on Lusk and Maryal office doors. The prior post was published in the Sacramento Bee Newspaper. The Board recommended around \$500 for the posting. The District has 60 days to fill the open seat or Sacramento County will step in.

President Lenahan will direct GM. No action needed.

### **Director's Meetings & Committees (Per AB 1234)**

7. Other Reports – AB 1234

Director Burt stated that the policy and procedure manual is complete. Past General Counsel Adam Brown reviewed the document. Director Burt would like new General Counsel Barbara Brenner to also review. General Counsel cannot commit to having this done by January meeting and will have to bring it back for the March meeting. President Lenahan stated the committee should submit the policy manual in January and dissolve committee.

Michael Clohossey pointed out a policy manual is a working document and will never be perfect.

### **General Counsel's Report**

8. Non-Discussion/action item

### **Director's Comments/Staff Statements & Requests**

The Board of District staff may ask questions for clarification, and make brief announcements and comments, and Board members may request staff to report back on a matter, or direct staff to place a matter on a subsequent agenda.

### **Closed Session:**

Board went into Closed Session at 8:00 pm.

### **(Closed Session Items are not opened to the public)**

CONFERENCE WITH LEGAL COUNSEL PURSUANT TO GOVERNMENT CODE \_\_\_ 54956.9  
*Number of potential cases: 3*

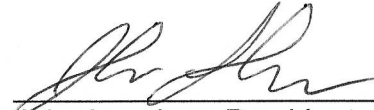
### **Return to Open Session**

Board return from Closed Session at 9:36 pm, with no action taken and no report.

**Adjournment**


Board adjourned at 9:38 pm.

**Next Meeting: January 7, 2020 Regular Board Meeting**



---

John Lenahan, President



---

Gregory Schneider, Board Secretary